HOW TO INTRODUCE REFERENCES IN THE DATABASE

1. Open the CCDB
2. Go to “TABLES” and open the table “REFERENCE”
3. In the table “Reference” are included ALL the references consulted for the CCDB.
4. All the references have a IDReference code composed by:

   Capital letter(c)Number

Capital letter: Corresponds to the initial of the first author family name e.g.:

Yamamoto → Y
Wolf and Gardner → W

(C): If present, the lower case c indicates that the reference contains information about the tectonic setting/crustal type and not about the caldera sample itself.

Number: The number indicates the order of seniority in the CCDB, i.e. the first consulted paper beginning with W has the code “W1” (red arrow), the third consulted paper beginning with V has the code “V3” (green arrow). This is one way to avoid overlapping of codes when updating the references list.

5. For establishing the code of the new reference, 1) identify the corresponding capital letter and 2) look for the corresponding number in the table.

For example, the new reference is:

The capital letter of the IDReference code will be Y.

Now, we look in the table which is the last number with Y:

The last reference with Y has the code Y4, thus the new reference has the code Y5.

6. Go to the last line of the table and introduce the new code and the reference:

In order to simplify the references we use following format:
1) Only one Author:

- Research paper
  
  Family name (YEAR) : Journal name (acronim for long journal names, see list below) volume, pages

- Book
  
  Family name (YEAR) : Book title, pages

2) Two Authors:

- Research paper
  
  Family name first author and family name second author (YEAR) : Journal name (acronim for long journal names, see list below) volume, pages

- Book
  
  Family name first author and family name second author (YEAR) : Book title, pages

3) Three or more Authors:

- Research paper
  
  Family name first author et al. (YEAR) : Journal name (acronim for long journal names, see list below) volume, pages

- Book
  
  Family name first author et al. (YEAR) : Book title, pages

Journals acronim list:

- BASSR - British Antarctic Survey Scientific Reports
- BGSJ - Bulletin of the Geological Survey of Japan
- BV - Bulletin of Volcanology
- ESR - Earth-Science Reviews
- GM - Geology Magazine
- GRL - Geophysical Research Letters
- GSAB - Bulletin of the Geological Society of America
- GSPP - Geological Society Special Publication
- GSAM - Geological Society of America Memoir
- GSASP - Geological Society of America Special Paper
- JFSUT - Journal of the Faculty of Science of the University of Tokio
- JGR - Journal of Geophysical Research
- JGSJ - Journal of the Geological Society of Japan
- JVGR - Journal of Volcanology and Geothermal Research
- NZJGG - New Zealand Journal of Geology and Geophysics
- PEPI - Physics of the Earth and Planetary Interiors
- USGSB - U.S. Geological Survey Bulletin
- USGSP - U.S. Geological Survey Professional Paper
- USGSJR - US Geological Survey Journal of Research
- TAGU - Transactions of the American Geophysical Union
7. Once introduce the new reference, close the table “Reference” and open the table “Caldera_Reference”.

8. Go to the end of the table and introduce as “Id” the next number in the list, in the example below “1529” (this number is meaningless, is only for internal instructions of the CCDB). Write the name and ID of the caldera you want to assign the new reference in the columns “CALDERA” and “IdCaldera”, respectively. In the column “IdReference” you have to introduce the code obtained in steps 5 and 6.